

Building and Grounds Minutes
September 16, 2019

Attendance: Mateen Rizki (CECS, Chair), Brian Edwards (CEHS), Amelia Hubbard (COLA), Audrey McGowin (COSM), David Bukovinsky (RSCOB), Laura Luehrmann (Senate President), Rob Thompson (FMS), Kathy Warden (Parking Services), Seth Hohlbein (Student Government), Amanda Steele-Middleton (Registrar)

1. The committee discussed representation for the Parking Services and Traffic Appeals Subcommittee. Brian Edwards agreed to serve on the committee. The committee suggested the Chair contact David Cool to see if he would continue to serve. The committee also suggested contacting USAC and CSAC to ask them to name members to represent their constituency on the committee.
2. The committee asked Rob Thompson about the status of the Capital Plan. He stated State of Ohio has not announced the funding level for capital, but the call for a capital plan should be coming this fall. He also noted that VP Branson will manage the plan, and he anticipates the plan will focus on deferred maintenance. The committee asked to see the list of proposed maintenance projects.
3. The committee asked Rob Thompson to provide a list of current and planned projects on campus. These include:

In progress or completed:

- Chloride containment project at the site of the old salt storage facility
 - The design work for the site is complete
 - The surface soil will be removed and replaced with a clay cover.
 - Tennis courts may be installed at this site.
 - The committee asked to see the remediation documents.
- Campus roof replacement project
 - Approximately \$3.75M allocated for roof replacement
 - Roof (complete/partial) being replaced include White Hall, Creative Arts, Allyn Hall, Hamilton Hall, Millett Hall, Math & Microbiology
 - Fall protection is being installed on Diggs and Russ high bay
 - Repair skylights in Fawcett
- Elevator modernization project
 - phase 1: Dunbar library elevators
 - phase 2: Hamilton Hall elevators, Art wing elevators, tunnel Medical Science, doors in Nutter Center

Coming soon (funded):

- Replace laboratory exhaust fans in Oelman and Fawcett Halls

- Tunnel repairs around the quad
 - Replace cooling in Allyn Hall data room
 - Update electrical infrastructure in the Dunbar Library and Medical Science
 - A total of \$560K has been raised to the Archives of a total of ~\$8M needed. Plan to begin a phased approach to the updates (anticipate beginning in Spring, 2020).
4. The committee discussed the ongoing University space survey. Rob Thompson reported Facilities and Planning now is responsible for all the space databases and is incorporating this information into the Archibus Database. The space survey is attempting to record space ownership and usages. He also noted that this is the first time the space survey has included Lake Campus. The committee asked Rob Thompson what is the overall purpose of the survey and how will the results be communicated to the Senate. He said that he would have to defer this question to Greg Sample.
 5. The committee asked Rob Thompson if the space survey included building off-campus and how the University is handling the maintenance of buildings off main campus.
 6. The Chair reported on the actions of the first meeting of the Parking Appeals Committee. He reported that there are a number of issues with volume and type of parking violations on campus. The committee asked the Parking representative for information on parking passes and the distribution of parking violations.
 7. The committee discussed the need to develop a plan for infrastructure and classrooms to support distance education. The possibility of some type of faculty and/or student survey to determine student preferences regarding distance classes and type of distance education offerings (synchronous, asynchronous, mixed) faculty are prepared to support. The committee also discussed the barriers to faculty adopting distance education including the lack of facilities to support different types of distance offerings and testing facilities to ensure the academic integrity examinations. A member of the committee volunteered to set up a shared document site to facilitate information sharing and brainstorming.

Building and Grounds Minutes
November 6, 2019

Attendance: Mateen Rizki (CECS, Chair), Brian Edwards (CEHS), Amelia Hubbard (COLA), Audrey McGowin (COSM), David Cool (BSOM), Rob Thompson (FMS), Javan Conley (FMS), Debbie Whisler (CaTS), Seth Hohlbein (Student Government), Mary Holland (Registrar)

1. The committee discussed the plans for chloride remediation at the site of the old salt barn. Dr. McGowin noted that she and her students had done testing of chloride levels at the University well site. Mr. Conley that the chloride levels are currently below those required by the EPA. Committee requested the EPA report. Mr. Conley noted that the elevated level of chloride is not just related to the old salt barn, but also due to water run-off both from the campus and from the facilities across Colonel Glenn Hwy.
2. The committee discussed the plans for campus water treatment. Mr. Conley noted that Facilities and Planning had contract CT Consultants to review options for water treatment. Three options were presented (1) continued softening of water, (2) use of Fairborn water, (3) installation of a reverse osmosis system. The continued softening of water is expensive (\$40K/year) and increases salt in the water. The use of Fairborn water has significant upfront cost (~\$1.5M) and still require treatment of the water. The reverse osmosis system is the lowest cost option because it reduces the manpower required to maintain the system (~1 person per year instead of 2) and will result in better quality water in fixtures which will prolong their life. The University has a \$4M appropriation that must be used soon to upgrade the drinking water. The plan is to clean the wells, bring the wellheads above ground.
3. The committee asked Mr. Conley about the status of the Capital Plan. He stated the Capital Plan was already been developed and submitted to the State of Ohio. Dr. Rizki noted that the Senate Building and Grounds Committee has a constitutional duty to review the capital plan and provide faculty input. This cannot be accomplished if the plan is not provided to the committee in a timely fashion.

Mr. Conley noted that the capital plan included plans for a workforce development center at the Lake Campus and all remaining funds were for deferred maintenance. The committee noted that deferred maintenance tends to include University level items and often fails to include many items in faculty laboratories and department level teaching spaces. The committee agreed to ask University to consider developing a well-defined process to gather information about deferred maintenance items at the faculty and department level.

4. The committee again discussed the ongoing University space survey and asked for information about the maintenance costs of the off-campus facilities (i.e. how much of the capital funds are needed to support off-campus facilities).
5. The committee reviewed parking violation data provided by Parking and Transportation showing the distribution of parking violations by type and location over the past three years (2017-2019)

there has been a 24% drop in enrollment on the Dayton Campus and a 23% increase in the number of violations issued (15,956). The committee plans to explore the data in more detail to determine the source of this apparent incongruity.

6. The committee discussed the classroom infrastructure needed to support distance education. Dr. Rizki contacted other public universities in Ohio to determine what type of on-campus testing facilities are available for distance education courses. Most universities support some type of physical space for on-campus testing. Typically, the test center handles accessibility, distance, make-up examinations for in-class students and administration of standardized testing. The exceptions were Bowling Green and Cleveland State University. Bowling Green only has accessibility services similar to Wright State's Office of Disabilities Service, but a representative of Bowling Green noted they were exploring options to expand their services. Cleveland State University also does not support a distance education testing center. Instead, they opt to use Respondus/Tegrity; although they noted some students object to the intrusive nature of the home testing solution and therefore they also provide a facility on campus where students can use the Respondus/Tegrity software.

Building and Grounds Minutes
December 4, 2019

Attendance: Mateen Rizki (CECS, Chair), Audrey McGowin (COSM), David Cool (BSOM), Brian Boyd (CEHS), Javan Conley (FMS), Debbie Whisler (CaTS), Kathy Warden (Parking Services), Seth Hohlbein (Student Government),

1. Dr. McGowin reported the results of her test on chloride levels in the groundwater. The samples were taken in September and October. The results showed chloride levels of 400 ppm upstream from the salt barn suggesting there is a high level of salt in the groundwater (normal ~250 ppm). She noted that this might be the result of the application of too much salt during the winter. It was also noted that additional salt runoff may be coming from the businesses across Colonel Glenn Hwy that drain their groundwater through the University drainage system.
2. The committee discussed the need to develop a mechanism to capture maintenance needs for the entire campus including informal and formal learning spaces. This includes research spaces as well as areas used by support services. The current approach to replacing furniture and fixtures based on acquiring new furniture only when we build new buildings is not a viable solution.

The committee also raised concerns about spending funds for new construction when the list of deferred maintenance items cannot be fulfilled even if all the capital funds are used for repairs for several years. The committee discussed approaches to maintaining a list of deferred maintenance items. One idea that was suggested included having a building liaison to help manage this process for each building.

Building and Grounds Minutes
February 3, 2020

Attendance: Mateen Rizki (CECS, Chair), Audrey McGowin (COSM), David Cool (BSOM), David Bukovinsky (RSCOB), Joyce Howes (Registrar), Debbie Whisler (CaTS), Kathy Warden (Parking Services), Michael Lewis (Student Government),

1. The committee continued the discussion of the need to develop a process to assess and upgrade learning spaces and facilities for the entire campus including classroom and laboratory spaces at the university, college, and department level. Also, the committee discussed the need to maintain informal learning spaces. The current approach to replacing furniture and fixtures based on acquiring new furniture only when we build a new building is not a viable solution.

Although the University conducted a review of all Registrar scheduled classrooms, prioritized each classroom for upgrades, and then modernized the classroom that were designated high priority (i.e. in poor condition); this review did not include college and department level classrooms or informal learning spaces. The process for upgrading these spaces tends to be conducted on an ad hoc basis and usually requires “a squeaky wheel” to drive the process.

The committee recommends that the Senate press the administration to:

- a. develop a formal process for periodically reviewing all learning spaces (university, college, department) on campus to determine the state of the facilities (lighting, paint, carpet, etc.), furniture (tables, chairs, instructor station), and technology (screens, whiteboards, projection systems, etc.),
 - b. identify specific types of equipment that support multiple academic programs and develop a sustainable mechanism to maintain these facilities in good working order,
 - c. designate one individual in each building who is responsible to periodically inspect the public areas and identify items needing maintenance and report this information to (FMS),
 - d. to not use capital funds for new construction until a significant portion of the projects listed on the deferred maintenance list is complete including maintaining learning spaces.
2. The committee discussed the potential costs associated with these recommendations.

The committee estimates that there are between 130-160 formal learning spaces on campus including registrar scheduled classroom, college classroom/laboratories, and department classroom/laboratories. Assuming a 20-year renovation cycle, we would need to update 6-8 learning spaces every year at an approximate cost of \$40K per space (i.e. paint, carpet, chair, and tables) for a total of \$240K-\$320K per year.

The committee notes that teaching laboratories often include a variety of special furniture, fixtures, and equipment so renovating laboratories involves additional costs (~\$75K per lab). The

committee recommends an annual budget of \$150K is set aside to update 2 laboratories per year.

CaTS has a budget to maintain campus technology which has been reduced to a level where the replacement cycle has stretch to 7 years which is unacceptable. Additional funds must be allocated to bring this replacement cycle down (e.g. < 5 years).

There is no budget for core facilities (special instrumentation) that support multiple departments and programs. The committee recommends establishing a budget of \$100K per year to maintain these facilities.

The main campus and lake campus are composed of approximately 25 buildings. Each building has some public space and many include informal learning areas. There is no budget for maintaining these spaces and a number of them are in poor condition. Many of these spaces are highly visible during campus tours and must provide a good impression to visitors and potential students. We recommend a budget of \$50K per year to refresh at least on informal space per year.

There are multiple office spaces on campus include "front door" service areas (e.g. department office, college offices, service office. These front door areas are not being maintained. When potential students visit the campus, they are routinely brought to the front door areas of these offices and they must provide a good impression of the university. We recommend a budget of \$50K per year to upgrade the front door space of at least one office per year.

While the committee recognizes that University is suffering severe budgetary constraints, we believe that if spaces that house learning activities are allowed to continue to deteriorate, it will become increasingly difficult to recruit students to Wright State, therefore, we recommend that the Senate urge the administration to develop a plan for renovating learning spaces regularly, and we suggest \$650K-\$750K be set aside annually for this purpose.